

**ASSUMED NAME RECORD (D.B.A.)**  
**CERTIFICATE OF OWNERSHIP FOR UNINCORPORATED BUSINESS OR PROFESSION**

NOTICE: CERTIFICATES OF OWNERSHIP ARE VALID ONLY FOR A PERIOD NOT TO  
EXCEED 10 YEARS FROM THE DATE FILED IN THE COUNTY CLERK'S OFFICE  
(Chapter 36, Sec. 1, Title 4 - Business and Commerce Code)

NAME OF BUSINESS: \_\_\_\_\_

PHYSICAL ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE \_\_\_\_\_ PHONE \_\_\_\_\_

PERIOD (not to exceed 10 years) DURING WHICH ASSUMED NAME WILL BE USED: \_\_\_\_\_

BUSINESS IS TO BE CONDUCTED AS (Check One):  Individual  Limited Partnership  
 Sole Proprietor  General Partnership  Other (Name Type) \_\_\_\_\_

CERTIFICATE OF OWNERSHIP	
<b>I/We, the undersigned, are the owner(s) of the above business and my/our name(s) and address(es) given is/are true and correct.</b>	
NAMES OF OWNERS	
NAME _____	SIGNATURE _____
ADDRESS _____	ZIP: _____
NAME _____	SIGNATURE _____
ADDRESS _____	ZIP: _____
NAME _____	SIGNATURE _____
ADDRESS _____	ZIP: _____

**BEFORE ME, THE UNDERSIGNED AUTHORITY,**  
on this day personally appeared \_\_\_\_\_ known to me to be the  
person(s) whose name(s) is/are subscribed to the foregoing instrument and acknowledged to me that they  
are the owner(s) of the above-named business and that they signed the same for the purpose and  
consideration therein expressed.

**GIVEN UNDER MY HAND AND SEAL, on this the \_\_\_\_\_ day of \_\_\_\_\_,**  
20\_\_\_\_.

**SHELLI MILLER, COUNTY CLERK**  
**ROCKWALL COUNTY, TEXAS**

By \_\_\_\_\_, or  
Deputy County Clerk

\_\_\_\_\_  
Notary Public in and for the State of Texas

## For Information Purposes Only:

### ASSUMED NAME CERTIFICATE:

- ❖ This form is not suitable for corporations
- ❖ You are responsible for researching the desired name availability prior to filing
  - This office is not liable for duplication of assumed names
- ❖ Fee for filing is \$24.00.
  - Copies of this document are available for \$1.00 per page plus a \$5.00 fee for a certified copy.

### HELPFUL PHONE NUMBERS AND WEBSITES:

- ❖ State Comptroller of Public Accounts
  - LBJ Building 512-463-4600  
111 E 17<sup>th</sup> Street or [www.window.state.tx.us](http://www.window.state.tx.us)  
PO Box 13528 800-252-5555  
Austin, Texas 78711
  - Dallas (LOCAL) 972-671-7166  
9221 LBJ Freeway  
Suite 100  
or  
7222 S Westmoreland 972-709-4357
- ❖ Secretary of State 512-463-5770 [www.sos.state.tx.us](http://www.sos.state.tx.us)
- ❖ Internal Revenue Service 800-829-1040 [www.irs.gov](http://www.irs.gov)
- ❖ Texas Workforce Commission 512-463-2222 [www.twc.state.tx.us](http://www.twc.state.tx.us)

### City Numbers:

- ❖ Rockwall  
972-771-7700
- ❖ Heath  
972-771-6228
- ❖ Rowlett  
972-412-6100
- ❖ McLendon Chisholm  
972-524-2077
- ❖ Fate  
972-771-4601
- ❖ Royse City  
972-636-2250